

DD/R-490-63

25 March 1963

MEMORANDUM FOR: Assistant Director for ELINT

SUBJECT: Supergrade Position

1. With reference to our conversation yesterday, I want to clarify further my action which resulted in the reduction from GS-16 to GS-15 of the position of Technical Advisor to your office. When we made our original T/O submissions last summer, there was a special compilation made of the desired number of supergrade positions. At that time your T/O proposal did not show the same number of supergrades as the later formal T/O submission which was approved by the DD/S. In the rush with which things were put through in the fall, after we had gotten our final approvals, it became apparent that we had requested one more supergrade than had been approved by General Carter in our earlier submission on supergrades per se. A recheck of this problem with the Office of Personnel revealed that the count had become unbalanced as a result of the position of Technical Assistant in your office. There does not appear to be any doubt or question but that such a position would rate a GS-16. However, in order to stay within the quota, I had to make some kind of adjustment.

2. One of my first thoughts was to reduce one of the positions that had been set up for ORD which now, as you know, is a very small organization. This raised the question, however, that since this would redistribute the various approvals that had been made by General Carter, it may be necessary to run the whole matter all the way back up the chain of command. I elected not to do that at this time because, regardless of how positions may be shown on the T/O, the DD/R does in effect have considerable authority as to how he wishes to use the positions under his command. I have inquired very carefully as to various pros and cons, and I am very confident that the DD/R can use his supergrade quota pretty much as he wishes. Another factor that caused me not to make any particular issue of this point at this time is the fact that I am still trying to push along a special salary scale consistent with or better than the supergrade structure, which we normally refer to

**Subject: Supergrade Position 2**

as the 313 concept. At this time, I do not find any problem in principle with this matter. It is more the problem of mechanics and procedures. I am confident that this technique can and will be developed. It will be particularly pertinent to the various technical advisory positions.

3. Finally, and most important, I want to urge that you not let this recent piece of paper, downgrading that position, affect in any way your recruitment actions relative to it. When you find the type of individual that you think is right and it would require a GS-16 for him, I am sure that no difficulty will be experienced in getting approval of the salary level. (Each case that goes above step 1 of GS-15 requires approval of D/Pers, DD/S and DDCI regardless of what is on the T/O.) In brief, given a little more time, I hope to restore the subject position to its previous salary level. In the meantime, we have sufficient quota within the DD/R to cover any recruit that you might find that merits a GS-16 salary.

25X1A

  
**Executive Assistant  
Deputy Director (Research)**

**Distribution:**

Orig & 1 - Addressee

1 - EA/DD/R

/ 1 - DD/R Subj

1 - DD/R Chrono

25X1A

DDR:  6561:bb (25 Mar 63)